

PGI 204.7105 Contract exhibits and attachments.

(a) Use of exhibits.

- (1) Exhibits may be used instead of putting a long list of contract line items or subline items in the contract schedule. Exhibits are particularly useful in buying spare parts.
- (2) When using exhibits, establish a contract line or subline item and refer to the exhibit.
- (3) Identify exhibits individually.
- (4) Each exhibit shall apply to only one contract line item or subline item.
- (5) More than one exhibit may apply to a single contract line item.
- (6) Data items on a DD Form 1423, Contract Data Requirements List, may be either separately priced or not separately priced.
 - (i) Separately priced. When data are separately priced, enter the price in Section B of the contract.
 - (ii) Not separately priced. Include prices in a priced contract line item or subline item.
- (7) The contracting officer may append attachments to exhibits, as long as the attachment does not identify a deliverable requirement that has not been established by a contract line item or subline item or exhibit line item.
- (8) Include exhibit line items and associated information in the electronically distributed contract documents identified in PGI [204.201](#) (3)(i)(A) and (B).

(b) Numbering exhibits and attachments.

- (1) Use alpha characters to identify exhibits. The alpha characters shall be either single or double capital letters. Do not use the letters I or O.
- (2) Once an identifier has been assigned to an exhibit, do not use it on another exhibit in the same contract.
- (3) The identifier shall always appear in the first or first and second positions of all applicable exhibit line item numbers.
- (4) If the exhibit has more than one page, cite the procurement instrument identification number, exhibit identifier, and applicable contract line or subline item number on each page.
- (5) Use numbers to identify attachments.

(c) Numbering exhibit line items.

- (1) Criteria for establishing. The criteria for establishing exhibit line items are the same as those for establishing contract line items (see DFARS [204.7103](#)).
- (2) Procedures for numbering.

- (i) Number items in an exhibit in a manner similar to contract line items.
- (ii) Number line items using a four-position number.
 - (A) The first position or the first and second position contain the exhibit identifier.
 - (B) The third and fourth positions contain the alpha or numeric character serial numbers assigned to the line item when using a double letter exhibit identifier. The second, third and fourth positions contain the alpha or numeric character serial numbers assigned to the line item when using a single letter exhibit identifier.
- (iii) Exhibit line item numbers shall be sequential within the exhibit.

(3) Examples.

- (i) Two-position serial number for double letter exhibit identifier.

Cumulative No. of Line Items	Serial Number Sequence
1-33	01 thru 09, then 0A thru 0Z, then
34-67	10 thru 19, then 1A thru 1Z, then
68-101	20 thru 29, then 2A thru 2Z, then
102-135	30 thru 39, then 3A thru 3Z, then
136-169	40 thru 49, then 4A thru 4Z, then
170-203	50 thru 59, then 5A thru 5Z, then
204-237	60 thru 69, then 6A thru 6Z, then
238-271	70 thru 79, then 7A thru 7Z, then
272-305	80 thru 89, then 8A thru 8Z, then
306-339	90 thru 99, then 9A thru 9Z, then
340-373	A0 thru A9, then AA thru AZ, then
374-407	B0 thru B9, then BA thru BZ, then
408-441	C0 thru C9, then CA thru CZ, then
442-475	D0 thru D9, then DA thru DZ, then
476-509	E0 thru E9, then EA thru EZ, then
510-543	F0 thru F9, then FA thru FZ, then
544-577	G0 thru G9, then GA thru GZ, then
578-611	H0 thru H9, then HA thru HZ, then
612-645	J0 thru J9, then JA thru JZ, then
646-679	K0 thru K9, then KA thru KZ, then
680-713	L0 thru L9, then LA thru LZ, then
714-747	M0 thru M9, then MA thru MZ, then
748-781	N0 thru N9, then NA thru NZ, then
782-815	P0 thru P9, then PA thru PZ, then
816-849	Q0 thru Q9, then QA thru QZ, then
850-883	R0 thru R9, then RA thru RZ, then
884-917	S0 thru S9, then SA thru SZ, then
918-951	T0 thru T9, then TA thru TZ, then
952-985	U0 thru U9, then UA thru UZ, then
986-1019	V0 thru V9, then VA thru VZ, then
1020-1053	W0 thru W9, then WA thru WZ, then
1054-1087	X0 thru X9, then YA thru YZ, then
1088-1121	Y0 thru Y9, then YA thru YZ, then
1122-1155	Z0 thru Z9, then ZA thru ZZ

(ii) Three-position numbers.

Cumulative No. of Line Items	Serial Number Sequence
1-33	01 thru 009, then 00A thru 00Z, then
34-67	010 thru 019, then 01A thru 01Z, then
68-101	020 thru 029, then 02A thru 02Z, then
102-135	030 thru 039, then 03A thru 03Z and so on to
136-305	
306-339	090 thru 099, then 09A thru 09Z, then
340-373	0A0 thru 0A9, then 0AA thru 0AZ, then
374-407	0B0 thru 0B9, then 0BB thru 0BZ, then
408-441	0C0 thru 0C9, then 0CA thru 0CZ, and so on to
442-1121	0Z0 thru 0Z9, then 0ZA thru 0ZZ, then
1122-1155	100 thru 109, then 10A thru 10Z, then
1156-1189	110 thru 119, then 11A thru 11Z, then
1190-1223	120 thru 129, then 12A thru 12Z, and so on to
1224-1257	190 thru 199, then 19A thru 19Z, then
1258-1461	1A0 thru 1A9, then 1AA thru 1AZ, then
1462-1495	1B0 thru 1B9, then 1BA thru 1BZ, and so on to
1496-1529	1Z0 thru 1Z9, then 1ZA thru 1ZB, then
1530-1563	200 thru 109, then 10A thru 10Z, then
1564-2277	210 thru 219, then 21A thru 21Z, then
2278-2311	220 thru 229, then 22A thru 22Z, and so on to
2312-2345	290 thru 299, then 29A thru 29Z, then
2346-2379	2A0 thru 2A9, then 2AA thru 2AZ, then
2380-2413	2B0 thru 2B9, then 2BA thru 2BZ, and so on to
2414-2617	2Z0 thru 2Z9, then 2ZA thru 2ZZ, then
2618-2651	300 thru 309, then 30Z thru 30Z, and so on to
2652-2685	900 thru 909, then 90A thru 90Z, then
2686-2719	910 thru 919, then 91A thru 91Z, and so on to
2720-3433	990 thru 999, then 99A thru 99Z, then
3434-3467	9A0 thru 9A9, then 9AA thru 9AZ, then
3468-3501	9B0 thru 9B9, then 9BA thru 9BZ, and so on to
3502-10403	9Z0 thru 9Z9, then 9ZA thru 9ZZ
10404-10437	
10438-10471	
10472-10709	
10710-10743	
10744-10777	
10778-10811	
10812-11525	
11526-11559	

Parent topic: [PGI 204.71 —UNIFORM CONTRACT LINE ITEM NUMBERING SYSTEM](#)